



THE
NAVAJO
NATION
Insurance Services Department

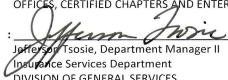


Ben Shelly
President

Rex Lee Jim
Vice President

MEMORANDUM

TO : ALL NAVAJO NATION BRANCHES, DIVISIONS, DEPARTMENTS, PROGRAMS,
OFFICES, CERTIFIED CHAPTERS AND ENTERPRISES

FROM : 
Jefferson Tsosie, Department Manager II
Insurance Services Department
DIVISION OF GENERAL SERVICES

DATE : October 12, 2012

SUBJECT : Notice of Limited Office Services ~ Monday, Oct. 22 to Tuesday, Oct. 30, 2012

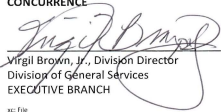
The Navajo Nation Insurance Services Department and all programs (Employee Benefits, Risk Management, Safety and Loss Control and Workers' Compensation, the Administration Office) will be offering limited service hours starting on Monday, October 22, 2012 through Tuesday, October 30, 2012 from 8:00 A.M. to 5:00 P.M. The programs offices will be undergoing renovations as well as relocating to new locations around the Window Rock area.

During this limited service period, for your convenience, the Employee Benefits Program will be temporarily relocated to the Navajo Nation Shopping Center, Conference Room in Window Rock, Arizona.

All routine operations will resume on Wednesday, October 31, 2012 @ 8:00 A.M. Therefore, please plan and make any necessary arrangements.

Your understanding is appreciated, and if you should have any questions please contact our department at (928) 871- 6461. Thank you.

CONCURRENCE


Virgil Brown, Jr., Division Director
Division of General Services
EXECUTIVE BRANCH

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